

**OFFICE OF SELECTMEN
6 HOLLAND STREET
PO BOX 139
MOULTONBOROUGH, NH 03254**

Selectmen's Meeting

July 7, 2016

MINUTES

Selectmen: Christopher P. Shipp, Chair, Russell C. Wakefield, Vice Chair, Josiah H. Bartlett, Jean M. Beadle, Paul T. Punturieri; Walter P. Johnson, Town Administrator; and Alison G. Kepple, Administrative Assistant.

I. CALL TO ORDER: Chris called the meeting to Order at 7:00 P.M.

II. PLEDGE OF ALLEGIANCE:

III. REVIEW / APPROVAL MINUTES: Paul Made the Motion to approve the June 16, 2016 meeting minutes and June 16, 2016 Non-Public meeting minutes as written. Jean Seconded. Chris abstained as he was not present at the last meeting. Paul Made the Motion to approve the minutes the June 23, 2016 Work Session Minutes as written. Jean Seconded. Josh abstained as he was not present at the work session.

IV. NEW BUSINESS:

1. Review for Action: Consent & Signature File as of July 7, 2016:

7/7/16	Abatement Denied	069-027-001
7/7/16	Abatement Denied	169-016-000-001-000
7/7/16	Abatement Denied	185-001, 169-002, 165-003 & 246-027
7/7/16	Abatement Denied	181-004
7/7/16	Disposal Agreement	162-069

Russ Made the Motion to approve the Consent & Signature File for July 7, 2016. Josh Seconded. The Motion carried Unanimously.

2. Review for Action: Staff Report, Advanced Notification of Tax Deeding: Chris stated that he had spoken with the Tax Collector and parcel number 9 is all set. Paul Made the Motion to authorize the Town Administrator to proceed with the statutory environmental review (starting with a walk-over by the Fire Chief and Code & Health Officer) on parcels numbered 2, 4 and 14. Jean Seconded and the Motion carried Unanimously.

3. Review for Action: Staff Report, Portable Message Board: Russ Made the Motion to approve the purchase of the portable message board as a single source purchase and approve the expenditure of \$14,500. Jean Seconded and the Motion carried Unanimously.

4. Review for Action: Staff Report, 2016 1 Ton Truck Bid Award: Jean Made the Motion to award the bid for the 2016 one ton DRW 4x4 truck with plow and flatbed dump, to the low bidder, Hillsboro Ford Inc. of Hillsboro, NH in the amount of \$52,894.00 and authorized the Town Administrator to issue a notice of award, and any other related documents. Josh seconded and the Motion carried Unanimously.

5. Review for Action: Staff Report, MFD Pumper/Tanker Bid Award: There was a brief discussion about why the Town was only getting \$2,000 for a trade-in allowance. Paul Made the Motion to award the Fire Apparatus-Pumper/Tanker bid for the Fire Department's replacement of Engine #2 with an HME Commercial Chassis Pumper/Tanker to Lakes Region Fire Apparatus in the amount of \$397,204, authorizing

the Chair to sign the necessary documents and to eliminate the requirement of the performance bond. Russ Seconded and the Motion carried Unanimously.

6. Review for Action: Temporary Use Permit, Castle's Antique & Classic Auto Show: Paul Made the Motion to approve the Temporary Use Permit for the Castle in the Clouds Antique & Classic Auto Show on July 9, 2016. Josh Seconded and the Motion carried Unanimously.
7. Review for Action: Election Inspectors (9) Appointments: Russ Made the Motion to appoint the list of Inspection of Elections as listed; Anita Blood, Sara Richardson, Bev. Taylor-Charest, Fran Mudgett, Kathy Garry, Wendy Smith, Diane Skillings, Mary Hart and Marie Samaha until discharged by the Board of Selectmen. Paul Seconded and the Motion carried Unanimously.
8. Review for Action: National Recreation and Parks Month: Russ Made the Motion to declare the month of July in the Town of Moultonborough as Recreation and Parks Month by the National Recreation and Parks Association. Paul Seconded and the Motion carried Unanimously.

V. OLD BUSINESS:

1. Chris asked the Town Administrator if he had any information on the intersection of Old Route 109 and Route 25. Walter stated that the pole was removed and that the contractors have been notified.
2. Paul stated that he had gone to the Transfer Station on Friday, July 1st and he didn't feel that the new drive through was efficient. Paul was wondering if we needed to reconfigure the design. There was a brief discussion about adding more compactors and reconfiguring in the future. Walter stated that according to Ken Filpula they survived the busiest weekend of the year with minimal problems. Many lessons were learned for next year. Staff did a great job and no major incidents occurred. The facility users were patient and cooperative.
3. Chris talked about the Clean-up/Green-up event at States Landing and asked for an update on the purchase of the outside BBQ grills. Walter stated that Team Leader Mike Kepple has done some research on that and was looking at a couple of other options. Walter will check with Mike for an update.
4. Russ asked about the parking on Ames Road and Walter reported that Hope had done extensive research of Town reports and documents and nothing was found regarding it being a Town road. He stated that Scott Kinmond thought that at one time it was documented as part of a Town road by the state, but no documentation has been found to show that. Chris mentioned that he drove down there, there were no cars parked on the side of the road, and that it looked like it had surveyor tape along the sides.
5. Russ asked what the status was on the bench to be placed at Long Island Beach. Walter stated that the original bench that was proposed had issues on how it would be anchored so they are looking into more information on that. Chris stated that the Board should see the bench before it is placed.

VI. OTHER BUSINESS:

1. Board Update Reports: Paul reported about the timeline for the Master Plan, they are trying to schedule a meeting with the Steering Committee so that they can meet with Mike Lessard, the contracted Planner for Lakes Region Planning.
2. Town Administrator's Report: Walter reported that the existing pole was removed on Old Route 109 today and all the lines have been shifted over. The pole relocation on Far Echo and the Neck Road was done yesterday and the NH Electric Cooperative is

scheduled to move the power lines next week. The intersection work at Shaker Jerry Road and Wentworth Shores is substantially complete with some minor adjustments still needed. Paving will be completed later this summer with the other intersections are ready for paving. Walter and Jean continue to work on revising the personnel handbook. A draft will be sent to Attorney Anne Rice for comments and then it will be returned to the Board for review at the August work session. Walter mentioned that Jerry Coogan is now serving as the interim Town Planner and is in the office one day per week, typically on Wednesdays. Jerry is also available by e-mail and phone as needed and will be attending meetings at the request of Board chairs. Jerry has met with Don and Bonnie and the Planning Board and Zoning chairs to determine a priority list of items needing attention in that department. Walter said that Jerry is providing him with a weekly office activity report that he will include in our weekly report. The search for a permanent Planner continues. The new DPW Director Search Committee has scheduled interviews for six candidates on Tuesday, July 12th. The candidates range from existing road agents/DPW directors, civil engineers and business experience candidates. The Board retreat will need to be rescheduled from July 14th due to a Board member conflict. The Board made the decision to meet at 2 p.m. on July 21st prior to their 4 p.m. work session. Walter mentioned that the Police Department was called to Long Island and States Landing Beaches to deal with firework activities. By law fireworks are not allowed on any property without landowner permission. Walter said that to his knowledge the Town has not granted any permission and is not recommended due to insurance and liability concerns. Chief Wetherbee will be handling notification to homeowners associations and others next year so all are aware of the law. Signage may also be necessary in the future. Josh mentioned that there were fireworks at the Lions Club on Saturday, July 2nd and that he feels that the Lions Club shouldn't allow fireworks either. A Non-Public session is needed for various personnel issues

1. CIPC Minutes, June 16 & 23, 2016: Acknowledged
2. Heritage Commission Minutes, June 21, 2016: Acknowledged
3. Trustees of the Trust Funds Minutes, June 22, 2016: Acknowledged
4. Planning Board Minutes, June 22, 2016: Acknowledged

VII. CORRESPONDENCE:

1. Charter Communications, June 15, 2016, Possible Program Changes: Acknowledged

VIII. CITIZEN INPUT: 1) Hollis Austin asked for more information on the participation of students in school using the Recreation Department activities. He stated that there was a study done resulting with 166 participating from the middle school which would account for 70% of the middle school and would like the Board to confirm those numbers. He also wants to know if they had numbers for the elementary school. Chris stated that he had no numbers. Paul stated those numbers were accurate and he doesn't have numbers for the elementary school. The Board recommended that he contact Donna Kuethe at the Recreation Department for those numbers.

IX. NON-PUBLIC SESSION: Paul Made the Motion for the Board to go into Non-Public Session per 91-A:3 II (a), for dismissal, promotion, compensation or discipline of a public employee and to return for the sole purpose to adjourn. Josh Seconded. A roll call was taken: Josh – Aye; Paul – Aye; Jean – Aye; Russ – Aye; Chris – Aye. The Motion carried and the Selectmen went into Non-Public Session at 7:42 p.m.

The Board exited Non-Public Session at 8:07 p.m. Josh Made the Motion to seal the minutes.
Paul Seconded and the Motion carried Unanimously.

- XI. ADJOURNMENT:** Josh Made the Motion to Adjourn. Paul Seconded.
Motion Carried Unanimously
Chris adjourned the meeting at 8:08 p.m.

Approved

Date
Respectfully Submitted
Alison G. Kepple, Administrative Assistant